

PART I – THE SCHEDULE

SECTION D

PACKAGING AND MARKING

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SECTION D

PACKAGING AND MARKING

D.1 PACKAGING

- (a) Preservation, packaging, and packing for shipment or mailing of all work (except for those items where packaging requirements are specified elsewhere in the contract) delivered hereunder shall be in accordance with best commercial practice and adequate to ensure acceptance by common carrier and safe transportation at the most economical rate(s).
- (b) Except for those reports where the urgency of receipt of the report by the Government necessitates the use of the most expeditious method of delivery, reports deliverable under this contract in hard copy form as requested by the DOE CO or the DOE COR shall be mailed by other than first-class mail, unless the urgency of the deliverable sufficiently justifies the use of first-class mail. The Contractor shall not utilize certified or registered mail or private parcel delivery service for the distribution of reports under this contract without the advance approval of the Contracting Officer (CO).

D.2 MARKING

- (a) Each package, report or other deliverable shall be accompanied by a letter or other document which:
 - (1) Identifies the contract by number under which the item is being delivered.
 - (2) Identifies the deliverable Item Number or Report Requirement which requires the delivered item(s).
 - (3) Indicates whether the Contractor considers the delivered item to be a partial or full satisfaction of the requirement.
- (b) For any package, report, or other deliverable being delivered to a party other than the CO, a copy of the document required in (a) above shall be simultaneously provided to the office administering the contract, as identified in Section G.3 of the contract, or if none, to the CO.

D.3 SECURITY REQUIREMENTS

The Contractor shall comply with the security requirements for packaging, marking, mailing, and shipping classified materials (if any) as prescribed by applicable U.S. Department of Energy (DOE) safeguards and security directives referenced herein.